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2430 E Street, N. W.

15 September 1947

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Foreign Broadcast Information Service  
F. A. Mailroom

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By: _____

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With reference to your letter of 27 August, it is true that FBIB use of the term "analyst" is not completely in accord with the usual interpretation of the title. The duties of FBIB analysts, both at headquarters and in the field, are those of a rewrite man and in some degree those of a chief editor. We do not propose to enter the field of analysis, as such, which belongs to another CIG office. But both the writing of roundups of broadcast material and the determination of editorial policy, which are the responsibilities of an FBIB analyst, do involve a type of analysis, though informal and sometimes almost subconscious.

In regard to the application of [redacted], his experience is extensive in analysis proper and may well qualify him for FBIB analytical duties. In general, however, we prefer to fill field positions, especially those with key responsibilities, by the transfer from headquarters of employees who are thoroughly familiar with procedures and requirements here. One must not lose sight of the fact that our primary mission is to serve Washington intelligence offices and that the requirements received at FBIB headquarters are the primary determining factor for our operations. It might be worthwhile to have [redacted] fill out 57's and Personal History Statements to be held in file here in the event that you have a vacancy in the analyst position and there is no candidate at headquarters to fill it.

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Thank you for your letter of 1 September enclosing correspondence concerning the release of your two jeeps in Customs. I congratulate you on your money-saving chief clerk.

At [redacted] suggestion, the following reference materials have been requisitioned for you from this office:

This document part of classified integrated file. NAME CHECK required prior to individual classification action.

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1947 World Almanac  
Current Congressional Directory  
Latest U. S. Government Manual  
Detail Maps of all countries within Cairo coverage range  
Who's Who In America  
Who's Who (Great Britain)  
UNO Yearbook  
India Yearbook  
International Who's Who

Sincerely yours,

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[REDACTED]

Deputy Chief, FBIB

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